



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, January 18, 2022

Located at: Sauk River District Office, Sauk Centre, MN, 6:00 p.m.

Managers Present:	Bill Becker, Paul Hartmann, Lee Bautch, Scott Wittkop, Kevin Lahr, David Zerr, Scott Klatt, Donavon McKigney
Staff Present:	John Kolb, Attorney; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Administrator and Interim Ditch & Permit Coordinator
Guests Present:	Randy Neumann, Cody Rogahn, Jerry Rapp
Manager’s Absent:	Curt Botner

1. **Call to Order and Pledge of Allegiance** – The meeting was called to order by President Becker at 6:00 p.m. The Pledge of Allegiance was recited.
2. **Additions/corrections to the agenda items** – President Becker asked for corrections or additions to the agenda. The Ditch and Permit Manager job description was added to the agenda. **Manager Bautch made a motion to approve the agenda as modified. The motion was seconded by Manager Zerr. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for December
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. December 21st, 2021 Regular Board Meeting Minutes
 7. Permit Status Summary

President Becker made a motion to approve the consent agenda. The motion was seconded by Manager Hartmann. The motion passed with all in favor.
4. **Reports – Action Items, Reports and Project Updates** – *Interim Administrator Roeschlein and staff*
 - a. **Projects**
 - i. Updates - Sarah Jo Boser, Water Resource Manager, provided an updated memo on the project updates. Manager Lahr asked some questions about the Getchell project for clarification of what type of work is being done.
 - ii. Sauk Lake-Delisting Eurasian Milfoil – Boser reported that Big Sauk Lake is being delisted for Eurasian Water Milfoil. She explained what it took to obtain a delisting from the Department of Natural Resources (DNR).
 - b. **Administration**

- i. MS 103F.48 Buffer Violation Update – Jon Roeschlein, Administrator, provided an update on the MS 103F.48 buffer violation for the Zimmermann property on Stearns CD 51. Roeschlein indicated that the Stearns Soil and Water Conservation District (SWCD) has presented an alternative practice plan to the Zimmermann’s. The plan does verify that there is negative slope along the ditch system on the Zimmermann property. It also identifies 7 inlet locations that require additional buffer work and requires the Zimmermann’s to have that plan implemented by June 1, 2022. Since the receipt of this alternative practice plan inclusion into the board packet, Roeschlein has learned that there may be some amendments or modifications to the plan, therefore, no action is required at this time by the board. Mr. Zimmermann has asked to delay any discussion on this until the March regular meeting as he will be unavailable in February. Roeschlein also updated the board on the Voxland violation under MS 103E.201. He provided a copy of the corrective action notice that was mailed to Voxland Enterprises and the farm manager. Both the owner and the farm manager are aware of these requirements and no further action is required at this time.
- ii. Ditch and Permit Manager-Position Vacancy – **Manager Hartmann made a motion to advertise for the Ditch and Permit Manager position and begin the hiring process. The motion was seconded by Manager Lahr. The motion passed with all in favor. Manager Bautch made a motion to approve the position description for the Ditch and Permit Manager with the addition of either having or being able to obtain within 1 year from date of hire, a FAA UAS part 107 licensure to operate a drone commercially. The motion was seconded by Manager Zerr. The motion passed with all in favor.**
- iii. March Workshop Topic-CWMP – Boser provided an update on the March workshop topic, the Comprehensive Watershed Management Plan. Manager Lahr met with Boser and Roeschlein to discuss several questions and concerns that he had. Staff will utilize Manager Lahr’s questions as the basis of the March board workshop. Boser also requested that the board send any further questions, concerns or points of clarification to her prior to the February board meeting so that they can be incorporated into the workshop.
- iv. 2022 Staff Salary – Roeschlein presented a memo to the board listing the 2022 salary adjustments for approval. **President Becker made a motion to approve the salary adjustments as outlined in the memo. The motion was seconded by Manager Bautch. The motion passed with all in favor.**
- v. Board Room Technology – Roeschlein discussed the potential for new technology in the board room for conducting hybrid meetings. He indicated that he was going to try a piece of equipment that Todd County has, to determine if it’ll work adequately for the District’s needs. Roeschlein also asked the board if they would be interested in going further to be able to stream the board meetings live. After some discussion about what it would take and relaying the information he gathered from his visit at Todd County about potential costs, he recommended that if the board was interested in proceeding, the next step would be to contact a vendor that would help us design and determine the needs within our board room for such activity. He also indicated to the board that it could cost \$50,000 or more and would need to be planned and budgeted for in 2023. Streaming meetings live and

publishing recorded meetings provides a high level of transparency to the public. Manager Hartmann commented that he would like to see the District have this capability and agreed to further investigation on what it would take to do it. By consensus of the board, Roeschlein was instructed to proceed with gathering more information and presenting it as it becomes known.

- c. Committees
 - i. Citizen Advisory Committee – No report
 - ii. Water Quality/Projects – Managers Becker, Hartmann, McKigney – No report
 - iii. Rules – Managers Bautch, Klatt, Lahr - No report
 - iv. Public Relations/Education – Managers Botner, Wittkop, Zerr – Information in board packet.

- 5. **Items for Upcoming Meetings or of Interest**
 - a. March 15th, 2022 Workshop

- 6. **Upcoming Meetings to be Announced**
 - a. Regular Board Meetings
 - 1. Tuesday, February 15, 2022 – Regular Board Meeting, 6 p.m.
 - 2. Tuesday, March 15th, 2022 – Regular Board Meeting, 6 p.m. Board workshop prior to the regular meeting to discuss Comprehensive Watershed Management Plan.

 - b. Other Meetings
 - 1. None

- 7. **Adjourn Regular Board Meeting – Manager Wittkop made a motion to adjourn the regular meeting at 6:35 p.m. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

**Regular Drainage Authority Meeting
MINUTES**

- 1. **The Drainage Authority meeting was called to order by President Becker at 6:35 p.m.**

- 2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. There were none. **Manager Bautch made a motion to approve the agenda as presented. The motion was seconded by Manager McKigney. The motion passed with all in favor.**

- 3. **Drainage Specific Public Comment Period – None**

- 4. **Reports**
 - a. Interim Ditch and Permit Manager
 - i. Monthly Report-written report

- 5. **Items for Upcoming Meetings**



6. **Upcoming meetings to be announced**
 - i. Tuesday, February 15th, 2022 – Regular Drainage Authority Meeting
 - ii. Tuesday, March 15th, 2022 – Regular Drainage Authority Meeting

7. **Adjournment of Drainage Authority Meeting – Manager Bautch made a motion to adjourn the meeting at 6:45 p.m. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**